

June 11, 2018

The City Council of the City of Idaho Falls met in Special Meeting (Council Work Session), Monday, June 11, 2018, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 3:00 p.m.

Call to Order and Roll Call:

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Thomas Hally
Councilmember Michelle Ziel-Dingman
Councilmember Jim Freeman
Councilmember Jim Francis
Councilmember Shelly Smede
Councilmember John Radford (arrived at 4:19 p.m.)

Also present:

Kerry Beutler, Community Development Services Assistant Director
Lisa Farris, Grants Administrator
Bryce Johnson, Police Chief
Royce Clements, Police Captain
Steve Hunt, Police Captain
Amanda Ely, Targhee Regional Public Transportation Authority (TRPTA) General Manager
Bob Fitzgibbons, TRPTA Assistant General Manager
Mike O'Bleness, TRPTA Board Chair
Dan Dalton, KFH (by telephone)
Bud Cranor, Public Information Officer
Randy Fife, City Attorney
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 3:03 p.m. with the following:

Calendar, Announcements and Reports:

June 14, Idaho Falls Power Board Meeting; and, City Council Meeting
June 15, Idaho National Laboratory (INL) Millennial Nuclear Caucus
June 19, East Side Conversation tour and lunch; and, Idaho Falls Police Department (IFPD) Awards Ceremony
June 20-22, Association of Idaho Cities (AIC) Annual Conference
June 25, City Council Work Session
June 26, Public Works Annual Utilities Board Meeting
June 27, Electrify Idaho Visioning Workshop; and, Idaho Falls Downtown Development Corporation (IFDDC) Annual Meeting
June 28, City Council Meeting; and, Chamber of Commerce Speaker Series

Liaison Reports and Concerns:

Councilmember Hally reiterated the AIC Annual Conference.
Councilmember Smede stated the Idaho Falls Public Library summer reading programs have begun, the Library is anticipating more than 7000 participants.
Councilmember Freeman stated discussions are, and will be, occurring regarding private recycling companies, particularly glass items.
Councilmember Francis stated the IFPD personnel manual process is continuing.
Councilmember Dingman stated the Airport terminal expansion bid will be forthcoming. She also stated several Parks and Recreation Department ordinances are being reviewed for updates.

Community Development Block Grant (CDBG) FY2018 Funding Requests Discussion:

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Ms. Farris expressed her appreciation to the Councilmembers for their continued support with this program which has assisted several agencies, organizations, and low to moderate income individuals within the community. She stated no comments were received during the May 10, 2018 through June 10, 2018, 30-day public comment period.

Ms. Farris reviewed the following recommended options:

<i>Program Year (PY) 2018 CDBG Applicant</i>	<i>Activity/Project Description</i>	<i>Requested</i>	<i>Option A</i>	<i>Option B</i>
<i>Public Service</i>	<i>15% Max allowed \$58,052</i>	<i>\$139,000</i>	<i>\$58,052</i>	<i>\$58,052</i>
Idaho Legal Aid Idaho Falls Office	Legal Aid to victims of domestic violence.	\$10,000	\$8000	\$8000
CLUB, Inc. Crisis Intervention	Supportive Case Management for homeless at scattered site locations.	\$15,000	\$0	\$0
Behavioral Health Crisis Center of Eastern Idaho	Case management services for housing resources.	\$25,000	\$15,052	\$10,052
Eastern Idaho Community Action Partnership (EICAP)	Legal aid - Grandparents Raising Grandchildren.	\$8,000	\$0	\$0
Community Food Basket	Purchase a portable loading dock with leveler/channel rails/edge.	\$12,000	\$0	\$5000
TRPTA - Federal Transit Authority (FTA) requires 15% match per bus at \$230,000.	Purchase of two (2) 30 ft. low floor ramp busses for the urban route or fixed route system that provides public transportation.	\$69,000	\$35,000	\$35,000
<i>Slum/Blight by Area</i>	<i>30% Max allowed \$117,564</i>	<i>\$55,000</i>	<i>\$55,000</i>	<i>\$55,000</i>
IFDDC	Façade Improvement Program.	\$55,000	\$55,000	\$55,000
<i>Low Moderate Income (LMI)</i>	<i>70% Min required \$219,452.80</i>	<i>\$102,172</i>	<i>\$200,452</i>	<i>\$200,452</i>
City Public Works Department Phase 4 Curb/Gutter/Sidewalk	LMI properties in neighborhoods within the Bel Aire Subdivision.	\$50,000	\$125,452	\$125,452
Idaho Falls Sr. Citizen Community Center	Replace north and south facing windows.	\$25,000	\$25,000	\$25,000
Domestic Violence/ Sexual Assault Center (DVSAC)	Electrical upgrade to building by installing basement heaters/panel breakers/insulation/thermostats.	\$9,172	\$12,000	\$12,000
Habitat for Humanity ID Falls (H4HIF) Location - Elmore St.	Relocate/rehab a single family unit to support LMI home ownership opportunity.	\$18,000	\$38,000	\$38,000
<i>Administration</i>	<i>20% Max allowed \$78,376</i>	<i>\$78,376</i>	<i>\$78,376</i>	<i>\$78,376</i>
Administration of CDBG Program	Based on 20% of 2018 Allocation of \$391,880	\$78,376	\$78,376	\$78,376
	<i>Total Amount of Applications + Admin</i>	<i>\$374,548</i>	<i>\$391,880</i>	<i>\$391,880</i>

Ms. Farris stated there was no funding recommended for CLUB, Inc. and EICAP. CLUB, Inc. has previous unused funding and ECIAP is not considered a high priority. She also stated LMI requests were adjusted due to Code Enforcement funding which is no longer located within LMI. Increase of funding is recommended to: Public Works for additional curb/gutter/sidewalk projects; DVSAC due to increase of construction costs; and, H4HIF as this is considered a very high priority.

Ms. Farris stated the 2018 CDBG PY runs April 1, 2018 to March 31, 2019 with 2018 CDBG allocation expected July/August of 2018. She reviewed the funding formula, stating Public Service counts toward LMI as a direct benefit (transportation and case management) to the clients served. Ms. Farris stated all projects meet the HUD criteria; are

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eligible activities; address one (1) of four (4) priorities; and, meet the five-year plan goals. All selected activities must be Council and HUD approved. Ms. Farris stated additional factors when considering the recommendations included monitoring the applicants and their performance, the ability for one (1) full-time grants administrator, and, meeting the needs of the five-year plan. Councilmember Hally stated he appreciates the emphasis on the Public Works projects for the LMI. Councilmember Dingman indicated she would support Option B. Councilmember Freeman concurred. Councilmember Francis questioned the additional funding for H4HIF, Ms. Farris stated more than one (1) family could benefit from this funding. Mayor Casper questioned if funding from H4HIF could be allocated to additional Public Works projects. Ms. Farris stated an environmental review would need to be performed prior to additional curb/gutter/sidewalk projects. Brief discussion followed regarding the City's curb/gutter/sidewalk program. Brief comments followed regarding housing funding. Following additional discussion, there was consensus to support Option B with the following changes: increase Idaho Legal Aid to \$10,000, reduce Behavioral Health Crisis to \$9052, and, reduce Community Food Basket to \$4000. Councilmember Dingman expressed her appreciation to Ms. Farris as she believes this is a difficult decision. The recommendations for this item will be included on the June 14 Council Meeting agenda.

Council Training and Discussion:

Chief Johnson presented the following with general discussion throughout:

Becoming a Police Officer –

- Minimum Requirements: 21 years old; high school diploma or General Education Diploma (GED); U.S. citizen; valid driver's license; clean record (no felonies, misdemeanors, moral turpitude, some crimes are timeframe-related)
- Hiring Process: written exam; physical test; background investigation; polygraph test; psychological exam; medical exam
- Peace Officer Standards and Training (POST) basic academy (approximately \$1200 per person plus salary, this does not include travel expenses)
- Field Training (approximately three (3) months)

Chief Johnson indicated there are currently six (6) vacancies, three (3) potential retirees, and one (1) staff member currently unable to work. He stated there is a challenge to fill the vacancies. It takes approximately nine (9) months from hire date until an officer is on their own.

Functional Divisions –

- Patrol (50 officers): backbone of police department; handle all initial investigations; in progress and just occurred crimes; active shooter
- Detectives (10 officers): prepare cases for trial; interview and interrogation; split in two (2) specialties - people crime and property crime
- Special Investigation Unit (SIU): traditional undercover; narcotics
- Traffic Enforcement (two (2) full-time officers): traffic accident investigation/reconstruction; driving under the influence (DUI) enforcement; traffic enforcement; motorcycles (there is potential of surplus motorcycles and a training grant)
- Bike Patrol (no officers specifically assigned)
- Gang Enforcements (two (2) officers are designated detectives)
- K9 Officers (three (3) K9 teams (INL funds two (2) of the K9s), one (1) K9 is patrol and drug dual-purpose, one (1) K9 is patrol and explosive dual-purpose, one (1) K9 is drug only)
- School Resource Officer (SRO) (two (2) officers, school district pays for 70% of the officers' salaries)
- Drug Abuse Resistance Education (DARE) (two (2) officers)
- Dispatch - 24/7 operation, similar hiring requirements
- Animal Services (domestic animals)
- Records: issues warrants, protective orders, etc.
- Internal Affairs: officer misconduct; internal investigations
- Public Order Unit: mobile field force; protests

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- Special Weapons And Tactics (SWAT) Team (15 officers): high hazard search warrants; barricades; hostages
- Explosive Ordnance Disposal (EOD) - host agency of Region 7
- Crisis Negotiations Team (CNT)
- Crisis Intervention Team (CIT) - mental health
- Evidence (fundamental/vital function)
- Parking Enforcement (one (1) officer, concentrated in the downtown area)
- Citizen's Watch Patrol (CWP) (volunteer group)
- Airport Operations (three (3) full-time officers)
- Front Desk (fingerprinting)
- Chief's Office (three (3) staff members)
- Forensics (crime scene investigation)
- Crime Analysis (assists with Bonneville County Sheriff's Office)
- Unmanned Aircraft System (surplused drones)

Use of Force - physical force/implementation –

Chief Johnson stated 99.9% of police contact and 97% of arrests have no use of force, other skills are utilized more often. On average, approximately 3% of arrests will require use of force. Although the IFPD does not track use of force, Chief Johnson believes the percentage is similar. Police use of force is reactive to others' actions as a reasonable and necessary assessment. De-escalation training and techniques include CIT training; verbal communications skills; shot/no shot scenarios; and, Arbinger Institute mindset training.

Brief comments and discussion followed including demographic pool of hiring and mental health training for officers.

Targhee Regional Public Transportation Authority (TRPTA):

Mayor Casper believes it is important for the Councilmembers to hear from outside agencies which may impact services provided to residents. She stated TRPTA also requests funding from the City's budget on an annual basis.

Ms. Ely and Mr. Dalton presented the following Short Range Transit Plan/Public Transit Human Service Plan with general discussion throughout:

Background on Planning Efforts:

- Outreach Efforts include meetings with TRPTA Board, Project Advisory Committee, and Bonneville Metropolitan Planning Organization (BMPO) Policy Board and Technical Advisory Committee (TAC); Stakeholder interviews; community meetings; 'meetings on a bus'; passenger survey; discussions with TRPTA frontline staff; and, riding routes.
- Review and Assessment of Existing Services and Unmet Needs include results from Outreach Efforts; demographic assessment; and, review of previous plans and studies.
- Key Issues and Themes include expanded transportation services; bus stop issues and considerations; other transportation options; expanded Outreach Efforts; funding; capital improvements and considerations; and, operational concerns and considerations.

Short Range Transit Plan (SRTP):

- SRTP Chapters – TRPTA overview; services; analysis; alternatives; planning, monitoring, and, evaluation.
- Focus of service alternatives – relocate transfer center to a more conducive area; modify Idaho Falls routes to provide more streamlined and efficient public transit services; and, consider service expansions.
- Vehicle changes and improvements – larger low floor buses, all buses need bike racks.
- Bus stop improvements – program to identify and prioritize accessibility; signage at all bus stops; and, coordinated with rebranding campaign. Mr. Fitzgibbons stated shelters and benches are currently being reviewed.
- Proposed organizational improvements – Sponsorship Program; Mobility Management Program; and, Transit Advisory Committee.
- Operations Plan – dependent upon funding. Short-term projects 1-2 years, mid-term projects 3-4 years, long-term projects 5+ years.

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Mr. Dalton reviewed the TRPTA routes maps of Idaho Falls and the surrounding community, including interline pairings and mileage. He also reviewed existing service levels and proposed service implications. The proposed modified route system would operate within current annual service hour level, geographic coverage would expand resulting in slight increase in service miles.

Financial Plan:

- Projected operating expenses and funding for next five (5) years
- Projected vehicle replacement, capital expenses, and funding for next five (5) years
- Financial plan for operations
- Financial plan for capital
- Improved data collection process - staff reports; underreported services; reliable data needed; lack of reliable data results in funding challenges

Public Transit-Human Service Plan (PTHSP) will improve mobility. This includes higher priorities, medium priorities, and lower priorities. Higher priorities consist of: continue to support capital projects; implement recommendations to expand/improve services through SRTP; advocate for additional funding; continue to support services that are effectively meeting identified transportation needs in the region; and, maintain services currently in place.

Ms. Ely requested \$161,000 for City funding for FY18-19, this is an increase of \$21,000 from the previous year. Mr. Fitzgibbons reviewed the daily costs to operate a bus and the local match portion for the varied routes. He stated a funding increase has been requested from Bonneville County as well. Brief general comments followed.

It was then moved by Councilmember Radford, seconded by Councilmember Francis, to adjourn the meeting at 6:13 p.m. and move into Executive Sessions. The Executive Sessions are being called pursuant to the provisions of Idaho Code Section 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement; and, Idaho Code Section 74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general. The Executive Sessions will be held in the City Annex Conference Room. At the conclusion of the Executive Sessions the Council will not reconvene into Work Session. Roll call as follows: Aye – Councilmembers Radford, Freeman, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

The City Council of the City of Idaho Falls met in Special Meeting (Executive Session), Monday, June 11, 2018, in the City Annex Conference Room in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 6:19 p.m.

There were present:

- Mayor Rebecca L. Noah Casper
- Councilmember Michelle Ziel-Dingman
- Councilmember John B. Radford
- Councilmember Jim Francis
- Councilmember Jim Freeman
- Councilmember Shelly Smede
- Councilmember Thomas Hally

Also present:

- Randy Fife, City Attorney
- Michael Kirkham, Assistant City Attorney
- Alex Zollinger, City Attorney Intern

This Executive Session was called pursuant to the provisions of Idaho Code Section 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation,

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or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

There being no further business, this Executive Session adjourned at 6:31 p.m.

The City Council of the City of Idaho Falls met in Special Meeting (Executive Session), Monday, June 11, 2018, in the City Annex Conference Room in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 6:32 p.m.

There were present:

- Mayor Rebecca L. Noah Casper
- Councilmember Michelle Ziel-Dingman
- Councilmember John B. Radford
- Councilmember Jim Francis
- Councilmember Jim Freeman
- Councilmember Shelly Smede
- Councilmember Thomas Hally

Also present:

- Ryan Tew, Human Resources Director
- Randy Fife, City Attorney
- Michael Kirkham, Assistant City Attorney
- Alex Zollinger, City Attorney Intern

This Executive Session was called pursuant to the provisions of Idaho Code Section 74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.

There being no further business, this Executive Session adjourned at 6:56 p.m.

s/ Kathy Hampton
CITY CLERK

s/ Rebecca L. Noah Casper
MAYOR